Reflexology Association of British Columbia
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RABC Continuing Education Program

Categories of Activities Providing Continuing Education Credits (CEC)

Credit Requirements and Documentation – To keep Approved Status

- Approved Reflexology Practitioners: minimum of 30 credits every 3-years and credits earned must be in that 3-year period;
- Approved Reflexology Teachers: minimum of 42 credits every 3-years and credits earned must be in that 3-year period;
- All credits may be earned from Category 1, or a combination of all categories with a least 10 credits from Category 1;
- Lunch hour is not to be included in calculating the hours of the workshop/course;
- Documentation of your credits is required at the end of every 3-years, and due to submit in January of that 3rd year;
- If your first 3-year period ends January 2019, your next 3-year period ends Jan. 2022, and due before Jan. 31st;
- Your Approved Certificate is valid for 3-years. New Certificates or a date stamp will be issued every 3-years.
- Membership Fees are due annually, but CE Credits are due every 3-years.

Credit Categories:

1. **Learning Activities:** Obtain proof of participation or completion – At least 10 credits from this category over 3 years
   - Publication of research or Publication of a book in Reflexology - full amount of credits of the 3 years
   - Publication of a Reflexology article - 5 credits
   - Attendance at a Reflexology related workshop/seminar/course in person - 1.0 credit per hour
   - Attendance of an on-line Reflexology related workshop/seminar/course - 1.0 credit per hour
   - Read a reflexology, health, or nutrition related book - 1.0 credit per book, 2.0 credits if over 400 pages per book - *list title of book, author and number of pages* – max. of 3 credits per year
   - Watched a reflexology related or other health related videos/webinar - 30 minutes of longer - 0.5 credit per video – max. of 2 credits per year - *list title of video and length*
   - Attendance in a Study Group of three or more for one hour or longer - 1.0 credit per study group
   - Member coordinating a Study Group - 0.5 credit per study group - max. of 3 credits per year
   - Member coordinating an Instructor to teach a reflexology related workshop/seminar/course 3 hours or longer - 1.0 credits per day for a max. 4.0 credits per year
   - Attendance, Speaker, Facilitator, or Teacher at other Health & Wellness events/seminars/workshops/courses – 1.0 credit per full day - max. 4 credits per year, plus .25 credit for preparation or if coordinating.
   - First Aid/AED/CPR or any First Aid related courses - .25 credit per hour
   - Anatomy & Physiology Certificate Course – completed with a passing grade – 10 credits

2. **Reflexology Association of BC Related:** RABC will email Members the RABC earned credits
   - Attendance at RABC AGM – 5.0 credits – list year of RABC AGM
   - Delivery of a Reflexology workshop or seminar at the RABC AGM – 1.0 credit per hour and 2.0 credit preparation
   - RABC Board Director attending a Board meeting – 1.0 credit per meeting – max. 10 credits per year
   - RABC Committee Member attending a meeting – 1.0 credit per meeting – max. 5 per year.

3. **Volunteering:** Obtain proof of participation or completion – maximum of 10 credits over 3 years
   - Promote RABC and reflexology in the community – 1.0 credit per hour
   - Delivery of a Reflexology workshop or seminar for the public – 1.0 credit per hour and 2.0 credit preparation

4. **Teaching Activities Associated with Reflexology:** Maximum of 10 credits over 3 years
   - Teaching a Reflexology course/workshop/seminar in basic or advanced techniques
     Credits are: 0.5 credit per half day, 1.0 credit per full day and 1.0 credit for preparation
   - Documentation: Date and hours of course/workshop/seminar (state number of students).

5. **Self-Care and Business/Personal Development:** Obtain payment receipt – Maximum of 10 credits over 3 years
   - Yearly Membership to Gym or other Health-Related Organizations - 0.5 credits – max. of 1 credit per year
   - Self pampering such as: Fitness, Yoga, Meditation, Nutrition Class, Reflexology, Massage, Exchanges with other Reflexologists – 0.5 credit per 8 classes or sessions - maximum of 3 credits per year
   - Business Development and training seminars/workshops/courses – 0.25 credit per hour – max. 2 credits per year
   - Personal Development courses related or not related to reflexology - 0.25 credit per hour – max. 2 credits per year
   - Professional Business Workshops, Computer Training, Hiring a Professional Organizer to help set up your business filing – 1.0 credit per session - maximum of 2 credits per year.